

ORDINANCE NO. 642

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF STAYTON'S CITY CODE REGARDING STAYTON'S PLANNING COMMISSION.

THE CITY OF STAYTON ORDAINS AS FOLLOWS:

Section 2. Stayton City Code Sections 2.450 to 2.465 are hereby amended to read:

2.450 Planning Commission - Established. There is hereby created a City Planning Commission, referred to as "the Commission" in Sections 2.450 to 2.465.

2.455 Planning Commission - Composition, Terms and Officers.

1. The Commission shall consist of nine members appointed by the Mayor. Not more than two members may be City officers who, if appointed by the Mayor, shall serve as ex-officio, non-voting members. Not more than two members may reside outside the city limits and not within another city limits.
2. Commissioners shall hold office for three (3) years on staggered terms. Any vacancy shall be filled by the Mayor for the unexpired position of the term.
3. If any Commission member is absent from three or more consecutive regular meetings without excuse from the Commission, the Commission Chair shall declare the position vacant and notify the Mayor to appoint someone to fill the unexpired portion of the term. Until such new member is appointed, the previous member may continue to attend and vote at Commission meetings, and such participation shall not invalidate any commission actions.
4. At the Annual Meeting in January, the Commission shall elect its own Chair and Vice-Chair, who shall be voting members of the Commission prior to their selection as Commission officers, and who shall hold office at the pleasure of the Commission.
5. Commission members shall receive no compensation, but shall be reimbursed for duly authorized expenses.

2.457

Planning Commission - Rules and Regulations.

1. Five members of the Commission, including the Chair, shall constitute a quorum, but a lesser number may adjourn the meeting to a later date.
2. The Commission may make and alter rules and regulations for its government procedure consistent with the laws of this State, with the City charter, and with City ordinances and this Code.
3. The Commission shall meet at least once a month.
4. Special meetings may be called at any time by the Chair of the Commission or by any three members by giving notice to each member of the Commission and to the media at least twenty-four (24) hours before the time specified for the proposed meeting.
5. An informed public, aware of the deliberations and decisions of the City of Stayton, is beneficial to the community; therefore, the Planning Commission shall comply with the Oregon Open Meetings Law ORS 192.610 to 192.710. All parliamentary questions which arise, not otherwise provided by rules adopted by the City, shall be governed by Roberts Rules of Order.
6. The Council shall assign to the Commission a location in which to hold its meetings, transact its business, and keep its records. A Secretary shall be appointed by the City Administrator and shall keep an accurate record of all Commission proceedings.
7. All recommendations made to the Council by the Commission shall be in writing.

2.460

Planning Commission - Duties and Powers.

1. The Commission has power and authority as follows:
 - a. To employ consulting advice on municipal problems, a secretary and such clerks as may be necessary, and to pay for their services and for such other expenses as the Commission may lawfully incur, including the necessary disbursements incurred by its members, out of such funds as are placed at the disposal of the Commission by the Council.

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b. To make recommendations and suggestions to the Council, other public officials, and individuals concerning any matter relating to community planning and development.

2. The Commission shall also have all the powers which are now, or hereafter may be, granted to it by ordinance of this City or by general laws of the State, including but not limited to ORS Chapter 92 and ORS Chapter 227.

3. The Council and administrative officers shall procure the recommendations of the Commission where so required by State laws or City ordinances.

2.461 Training and Education.

1. It shall be the responsibility of the City Council to make sure that all of the Commission members receive education on the planning laws of the State of Oregon, County of Marion, County of Linn, and City of Stayton within 30 days of January appointment.

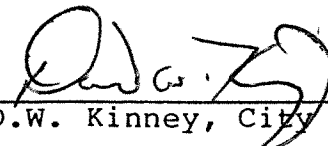
2. Planning Commission members shall be provided planning and zoning ordinances of the City such as, but not limited to, ORS Chapters 92 and 227.

2.465 Planning Commission - Expenditures. The Commission shall have no authority to make expenditures on behalf of the City or to obligate the City for the payment of any sums of money, except as provided specifically in Sections 2.450 to 2.464, and then only after the Council first authorizes such expenditures by appropriate ordinance or resolution, which ordinance or resolution shall provide the administrative method by which such funds shall be drawn and expended.
(406)

APPROVED BY THE COMMON COUNCIL THIS 6th DAY OF June, 1988.

Signed by the Mayor this 11 day of June, 1988.

ATTEST:



D.W. Kinney, City Administrator



Wayne Lierman, Mayor